



PHYSICIAN AND SURGEON,
CORRECTIONAL FACILITY
Final Filing Date: Continuous

OPEN

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE DEPARTMENTAL FOR:
DEPARTMENT OF CORRECTIONS AND REHABILITATION

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below and have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing periods for this examination are: **January – June and July – December**. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit Examination Application (Std. Form 678) and Supplemental Application to:

By mail with: **or In person with:**
Department of Corrections and Rehabilitation **Department of Corrections and Rehabilitation**
Selection Services Section **Selection Services Section**
P.O. Box 942883 **1515 “S” Street, Room 522-N**
Sacramento, CA 94283-0001 **Sacramento, CA 95811-7243**
(916) 322-2545 **(916) 322-2545**

If you are personally delivering your application(s), you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Selection Services Section.

The Supplemental Application for Physician and Surgeon, CF can be downloaded from CDCR’s website at www.cdcr.ca.gov or State Personnel Board’s website at www.spb.ca.gov, or a copy can be obtained by calling or visiting one of the institutional personnel offices.

HOW TO APPLY AT SAN QUENTIN STATE PRISON ONLY Applicants interested in employment at San Quentin State Prison may file their application(s) by mail or apply in person between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, at the below address. For questions regarding the examination process, contact the Delegated Testing Officer at (415) 454-1460 ext. 6395.

San Quentin State Prison
Attn: Delegated Testing Officer
San Quentin, CA 94964

NOTE: The wearing of denim or gray sweats on institution grounds is prohibited as well as cell phones.

APPLICATION DEADLINE/ REQUIREMENTS Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

SALARY As of January 8, 2008

\$223,344.00 per year (Non-Board Certified)

\$235,740.00 per year (Lifetime Board Certified)

\$248,172.00 per year (Time Limited Board Certified)

BENEFITS

- Deferred Compensation Plans (Savings pool, 401k and 457 plans)
- \$100 Monthly Bilingual Differential Pay
- \$100 Monthly Van Pool Incentive/public transit passes (\$65)
- Flexible work hours (management discretion)
- Pre-tax parking (where applicable)
- Fourteen (14) paid holidays
- Generous paid vacation/sick leave or annual leave
- Jury duty/military/bereavement leave
- Health, Dental, and Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
- Pre-retirement death benefit
- Dependent Care Program
- Employee Assistance Program
- Work and Family Advisory Committee.
- Medical License renewal fee reimbursement (Actual Cost)
- California Public Employees’ Safety Retirement System (Exempt from paying into the Federal Social Security System)
- Up to seven (7) days per fiscal year of Continuing Medical Education (CME) leave and reasonable travel time. Additionally, the Department will pay up to \$1,000 for tuition and/or registration fees, books, materials, and all other expenses for courses directly related to maintaining licensure.
- Educational funding may be available through the following programs (Contact a Health Care recruiter for additional information):
 - Federal Loan Repayment Program, administered by the National Health Services Corporation offered at selected institutions
 - Health Professions Education Foundation Scholarship and Loan Repayment Program offered at selected institutions

MINIMUM QUALIFICATIONS Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the Osteopathic Medical Board of California (formerly titled California Board of Osteopathic Examiners).

MINIMUM
QUALIFICATIONS
(CONTINUED)

(Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Osteopathic Medical Board of California will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

Special Personal Characteristics: Empathetic understanding of patients in a State correctional facility; willingness to work in a State correctional facility; alertness; keenness of observation; tact; patience; and emotional stability.

Special Physical Characteristics: Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates/wards.

Assignments may include sole responsibility for the supervision of inmates/youthful offenders and/or the protection of personal and real property.

Applicants must show their medical license number, title, and expiration date on their Examination Application (Std. Form 678).

EXAMINATION PLAN

This examination will consist of a Training and Experience Evaluation (supplemental application) weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the Supplemental Application. See section titled “How to Apply” for information on where to obtain a copy of the Supplemental Application and other needed materials.

Candidates who meet the “Minimum Qualifications” will have their supplemental application graded. If they pass the examination, they will be placed on an eligible list. **RETURN OF THE SUPPLEMENTAL APPLICATION IS MANDATORY.** Candidates who do not return the completed supplemental application will be eliminated from this examination.

Training and Experience Evaluation (Supplemental Application) -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate’s:

Knowledge of:

- 1. Methods and principles of general medicine and skill in their application
- 2. Methods and principles of surgery and skill in their application
- 3. Recent developments in general medicine and surgery
- 4. Hospital organization and procedure
- 5. Psychiatric social work, physical therapy, and the various rehabilitation therapies
- 6. Methods of diagnosing and treating mental disorders

Ability to:

- 1. Examine, diagnose, and treat physical and mental disorders
- 2. Interpret laboratory analyses and X-rays
- 3. Direct the work of ancillary medical personnel
- 4. Instruct in the principles and practices of general medicine and surgery
- 5. Prepare and supervise the preparation of case histories
- 6. Analyze situations accurately and adopt an effective course of action

ELIGIBLE LIST
INFORMATION

The resulting eligible list will be established to fill vacancies for the Department of Corrections and Rehabilitation. Names of successful candidates are merged into the list in order of final scores, regardless of date. Eligibility expires **12** months after establishment, unless the needs of the service and conditions of the list warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

A **Physician and Surgeon, CF**, under general direction in a State correctional facility, examines inmates/wards and diagnoses illnesses and conditions; prescribes and administers medical treatment; performs or assists in performing major and minor surgical operations; supervises pre- and post-operative care of surgical cases; treats sexually transmitted and communicable diseases; orders laboratory examinations and analyses, X-rays and special diets; writes prescriptions; makes rounds of inmates/wards; reviews reports, records, and general progress of inmates/wards; instructs and clinically supervises nurses, technicians, and personnel assigned for special training; attends and participates in staff conferences for the discussion of the surgical, medical, and mental condition of various inmates/wards and their final diagnoses and treatment; prepares reports and related correspondence; serves periodically as the Medical Officer-of-the-Day, and does other related work.

Position(s) exist(s) at various institutions located throughout the state and headquarters in Sacramento within the Department of Corrections and Rehabilitation.

VETERANS POINTS/
CAREER CREDITS

Veteran’s Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran’s Preference Points. Career credits will not be granted in this examination.

GENERAL INFORMATION

Applications are available at Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and online at www.spb.ca.gov.

The Department of Corrections and Rehabilitation reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

Veterans Preference: California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional** Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.cdcr.ca.gov

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS
Physician and surgeon, cf.doc/CRG